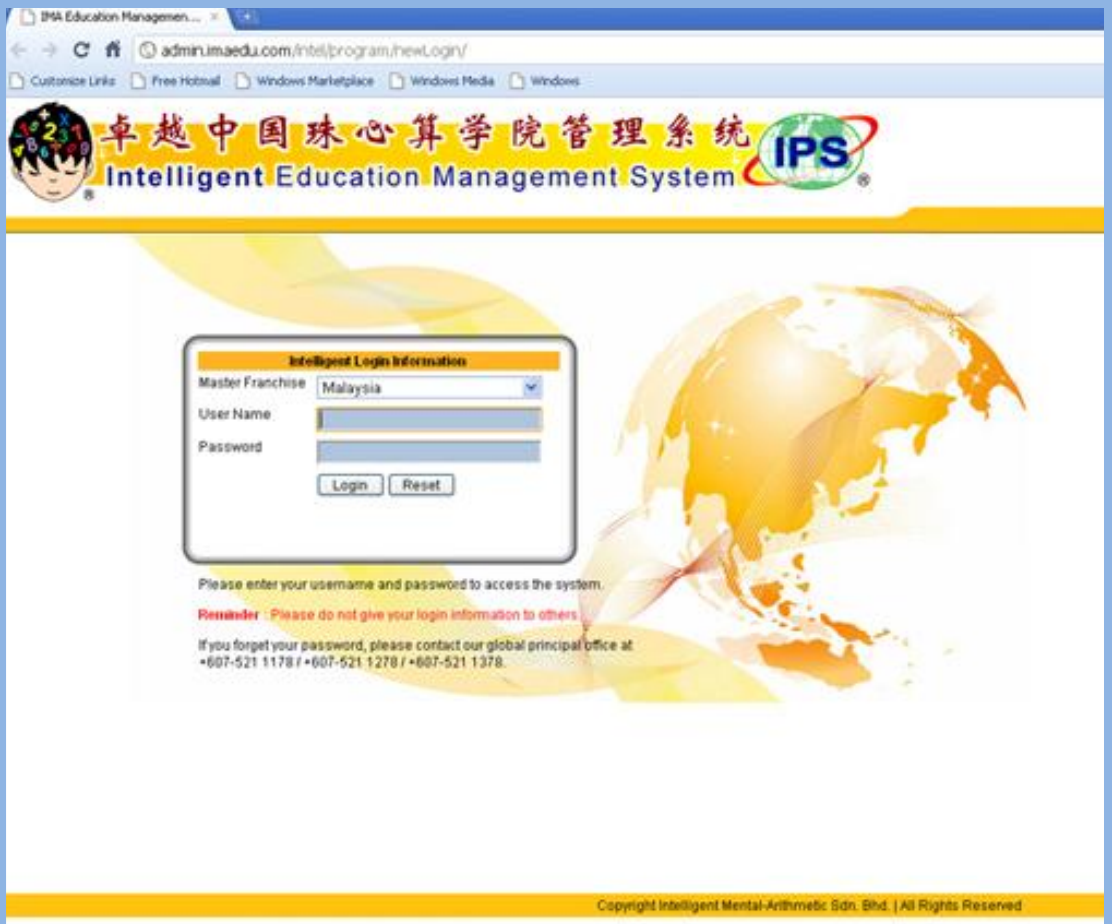
Intelligent Education Group

User Manual Of Intelligent Management System

Home Page Introduction

1st Time Login


admin.imaedu.com/intel/program/newLogin/
卓越中国珠心算学院管理系统
IPS
Intelligent Education Management System
Intelligent Login Information
Master Franchise
Malaysia
User Name
Password
Login
Reset
Please enter your username and password to access the system.
Reminder : Please do not give your login information to others.
If you forget your password, please contact our global principal office at
+607-521 1178 / +607-521 1278 / +607-521 1378.
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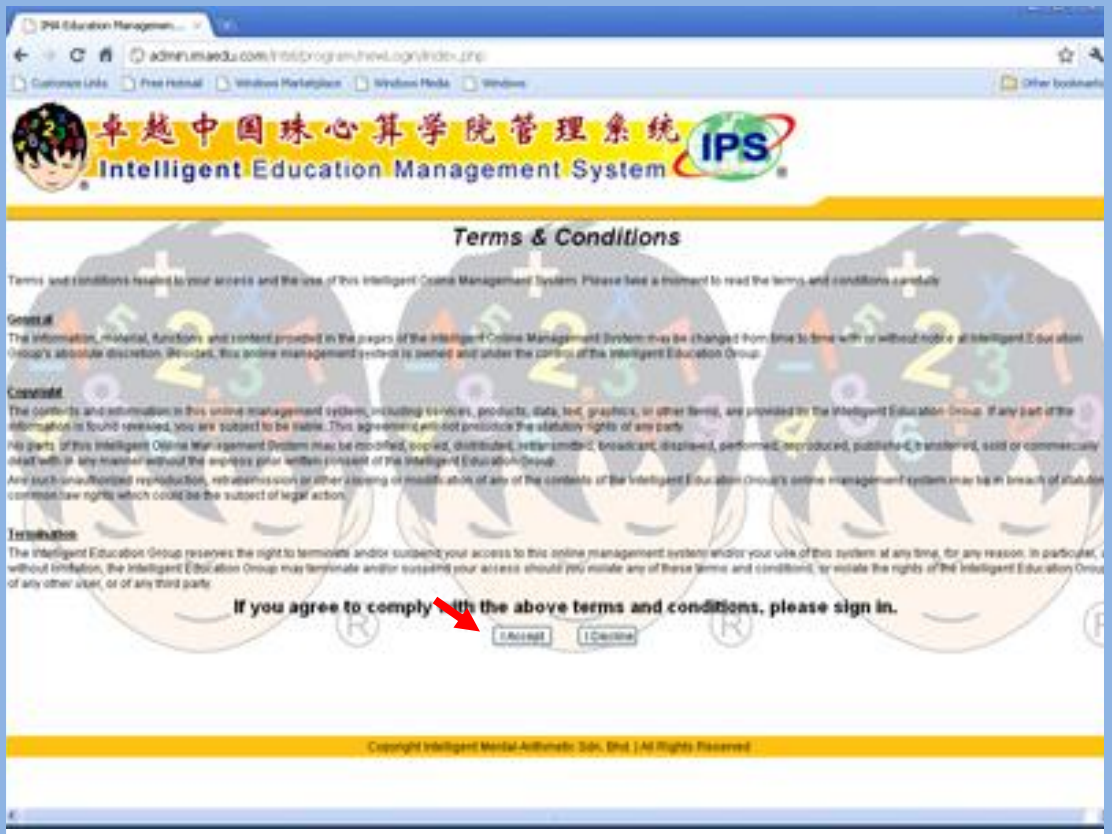
1. **Please log on to http://www.imaedu.com**
2. **Select the button of "Member Login"**
3. **Choose " Country"**
4. **Key in the "User Name"**
5. **Key in the "Password"**
6. **You will see an image below. Please follow the instructions to enroll new students or use other functions.**

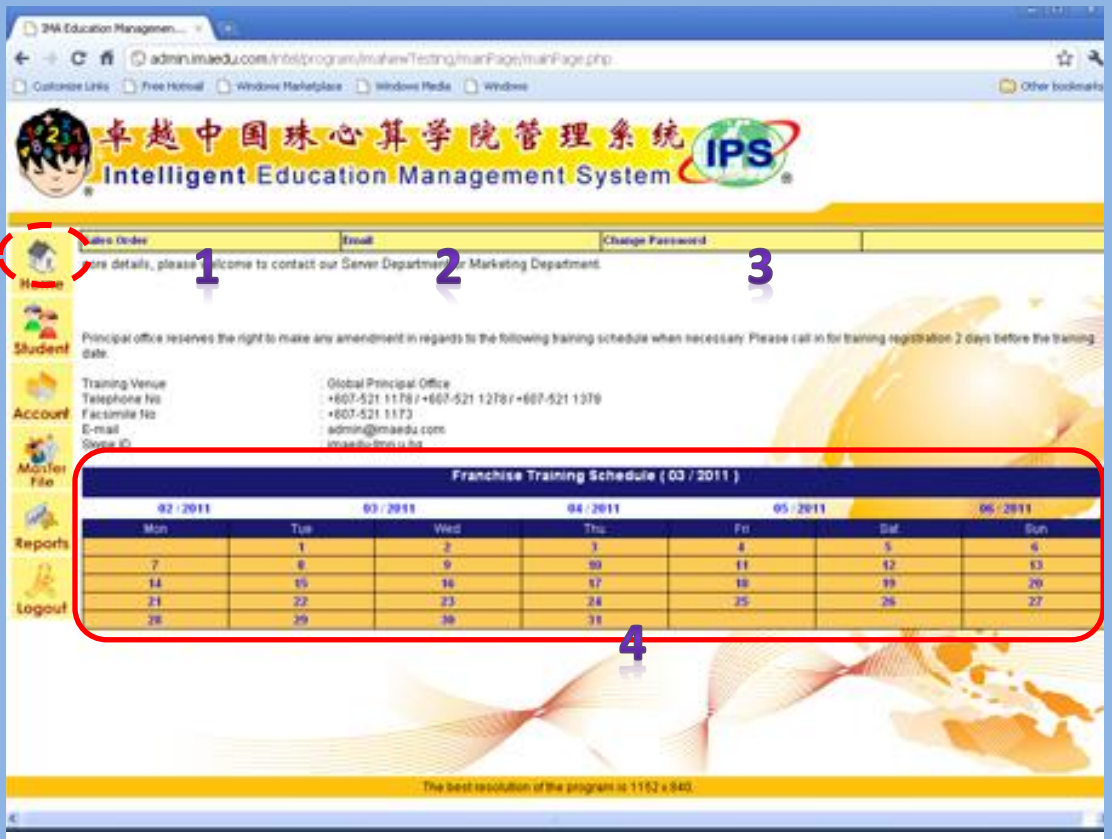
Term & Conditions


卓越中国珠心算学院管理系统
Intelligent Education Management System
IPS
Terms & Conditions
If you agree to comply with the above terms and conditions, please sign in.

Before access to Intelligent Education Group Management System, please kindly to read through the Terms & Conditions.

After finish your reading, please click the button of 'I Accept' for access the Intelligent Education Group Management System

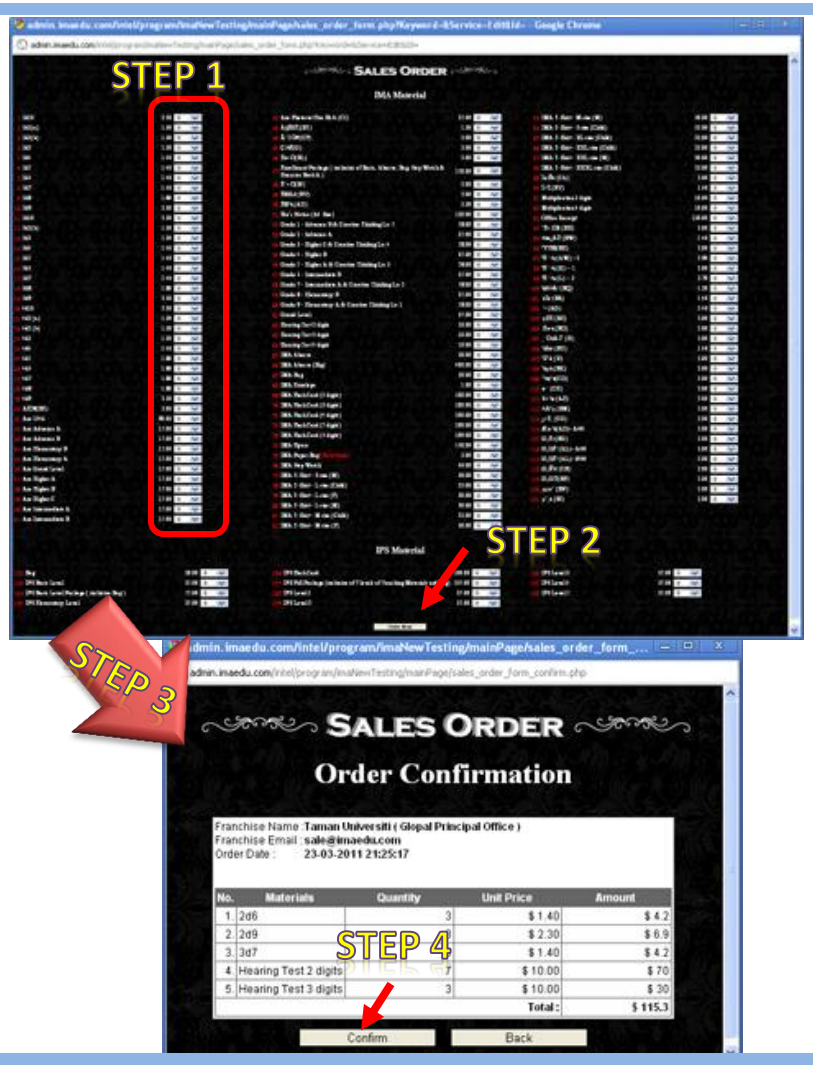
Home



The Home Page consists of four (4) functions, which are:

1. **Sale Order (Refer Pg. 4)**
2. **Email (Refer Pg. 5)**
3. **Change Password (Refer Pg. 6)**
4. **Franchise Training Schedule (Refer Pg. 7)**

Sales Order


STEP 1
SALES ORDER
STEP 2
STEP 3
SALES ORDER
Order Confirmation
Franchise Name : Taman Universiti (Glopal Principal Office)
Franchise Email : sale@imaedu.com
Order Date : 23-03-2011 21:25:17
No. Materials Quantity Unit Price Amount
1. 2d6 3 $ 1.40 $ 4.2
2. 2d9 $ 2.30 $ 6.9
3. 3d7 $ 1.40 $ 4.2
4. Hearing Test 2 digits $ 10.00 $ 70
5. Hearing Test 3 digits 3 $ 10.00 $ 30
Total : $ 115.3
STEP 4
Confirm
Back

After you click the "Sales Order", a window will be shown as beside.

Then you follow the steps below to complete the online sales order process:

Step 1: Input the quantities that you want to order from the list

Step 2: Click the button of 'Order Now'

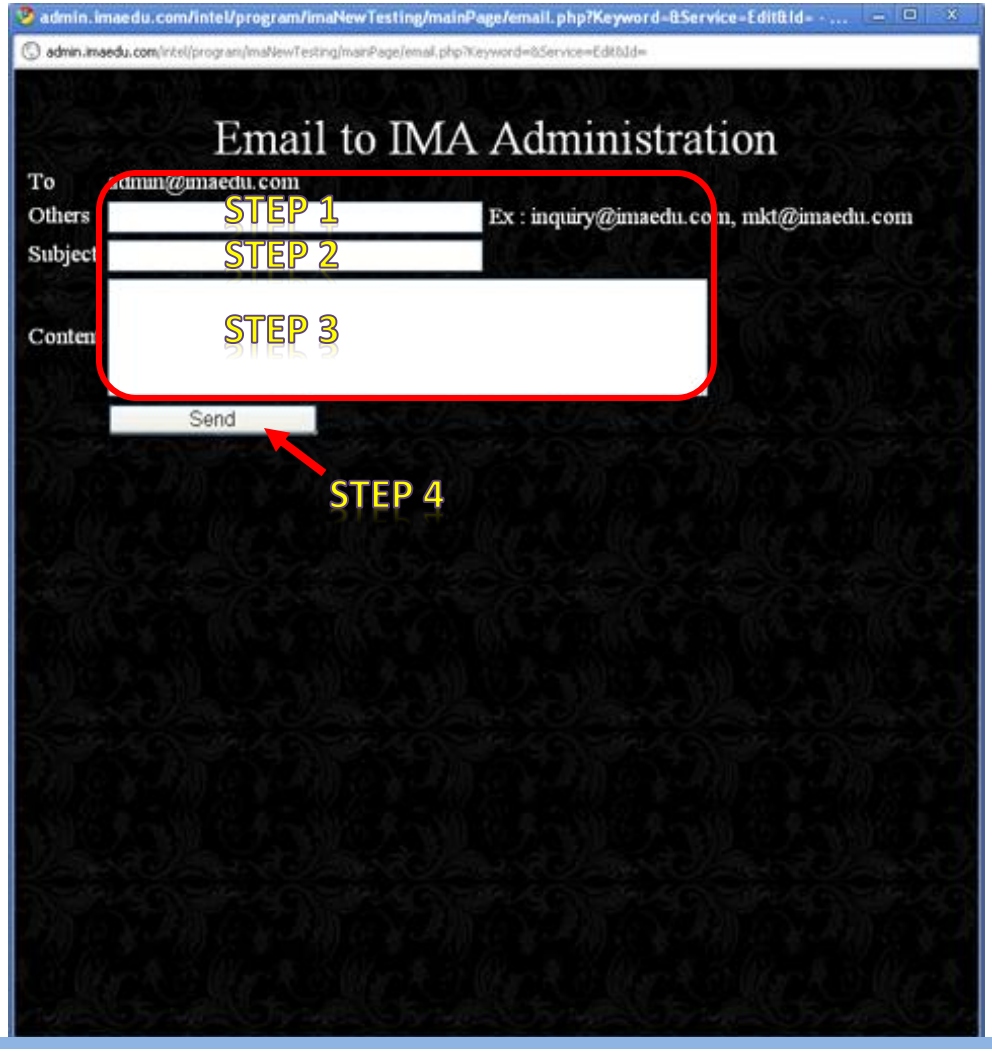
Step 3: Order confirmation window will pop up

Step 4: Once the confirmation has been made, please click the button of 'Submit'.

Our Sale Department will deal with it within 3 working days.

•We do not accept any order made by phone, except the special case.

Email



You are welcome to send email to Intelligent Principal Office anytime; we will try to reply to you within 48 working hours.

Follow the steps below to complete the E-mail process:

Step 1: **Input the recipients into "others" that you want to send to.**

Step 2: **Type the related "Subject"**

Step 3: **Type your content**

Step 4: **Click the button of 'Send'**

Change Password

卓越中国珠心算学院管理系统
Intelligent Education Management System
IPS
Sales Order
Email
Change Password
Home
Student
Account
Master File
Reports
Logout
Password
Confirm Password
STEP 1
STEP 2
Change Password
STEP 3
Please Protect your password
请保护你的密码
Do not write down passwords, especially after the unattended, use your mind to remember it. Do not place it on an unencrypted file!
The control system uses different units not related to the password.
Do not disclose the PIN or to others, especially the claim to be a computer support personnel or sales staff, unless you are sure the other's true identity.
Please do not let others enter the password in the next watch.
Do not trust your computer password.
Do not use the same password for a long time, please replace it regularly.
Do not use a dictionary (any language or jargon) can be found in the vocabulary.
Do not use a name (including spouse, parents, children, pets, idols, celebrities, or local) or other minor changes in personal or account name as a password.
Do not use information about you or your local access to information such as phone numbers, license plate number, or social security number.
Do not use a birthday or a simple combination, such as backspace or the back is a number in front of a number, but to learn to use numbers or punctuation and capitalization portfolio. If you choose a new password, please ensure that there is no association with your previous password.
Our system will try to prevent you from using the password is not safe, but not absolutely perfect. Please choose a secure

You can change your password anytime. Follow the steps below to complete the online change password process:

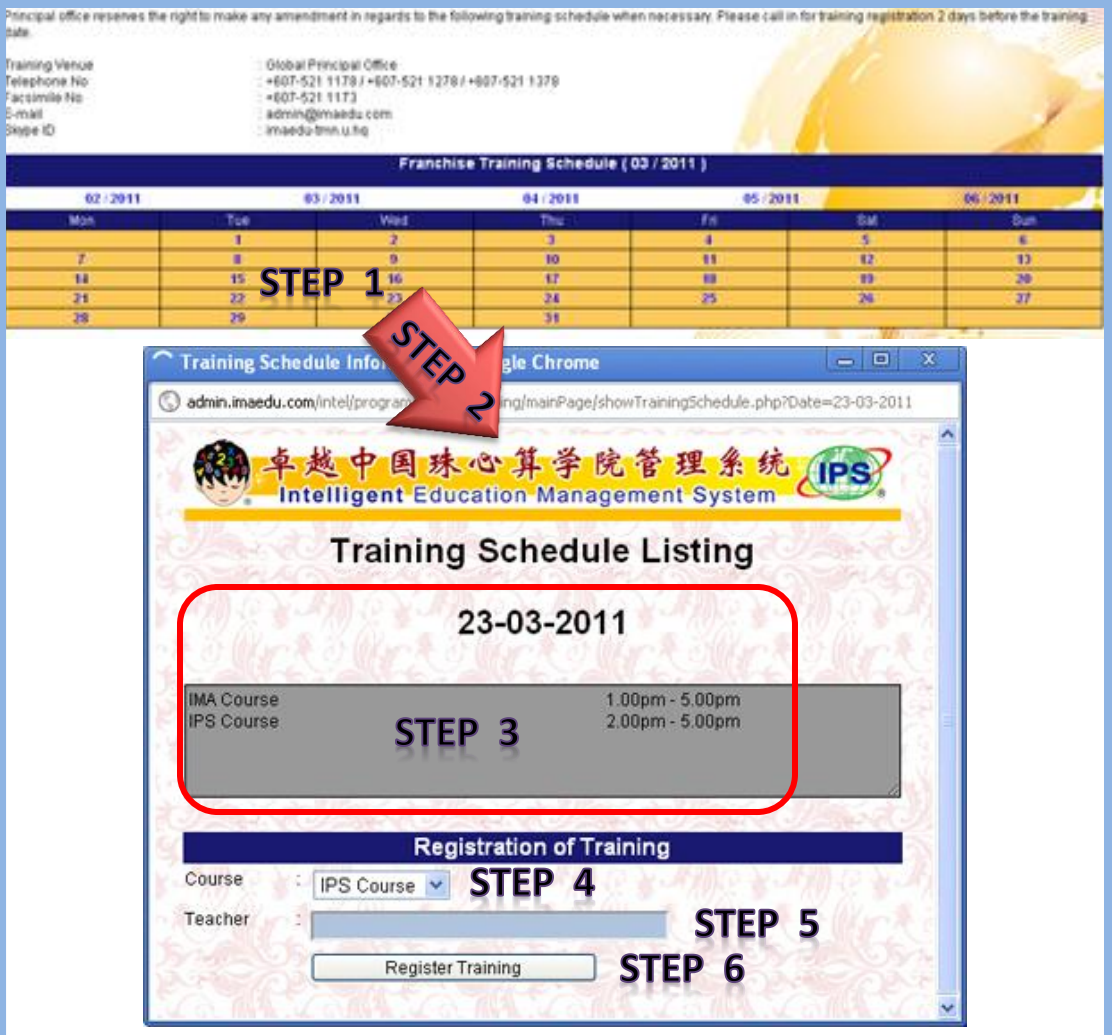
Step 1: **Type the new password that you are going to change.**

Step 2: **Retype the password to confirm**

Step 3: **Click the button of 'Change Password'**

- ***Don't give your password to anyone.***
- ***Please change your password frequently.***

Franchise Training Schedule


Principal office reserves the right to make any amendment in regards to the following training schedule when necessary. Please call in for training registration 2 days before the training date.
Training Venue : Global Principal Office
Telephone No : +607-521 1178 / +607-521 1278 / +607-521 1379
Facsimile No : +607-521 1173
E-mail : admin@imaedu.com
Skype ID : imaedu-tmn.u.hq
Franchise Training Schedule (03 / 2011)
02 / 2011 03 / 2011 04 / 2011 05 / 2011 06 / 2011
Mon Tue Wed Thu Fri Sat Sun
STEP 1
STEP 2
Training Schedule Information - Google Chrome
admin.imaedu.com/intel/program/mainPage/showTrainingSchedule.php?Date=23-03-2011
卓越中国珠心算学院管理系统
Intelligent Education Management System
IPS
Training Schedule Listing
23-03-2011
IMA Course 1.00pm - 5.00pm
IPS Course 2.00pm - 5.00pm
STEP 3
Registration of Training
Course : IPS Course
STEP 4
Teacher :
STEP 5
Register Training
STEP 6

Follow the steps below to complete the online training register process:

Step 1: Click the month and the date

Step 2: "Training Schedule Listing" will pop up

Step 3: The training course and the time will be shown if the training is available.

Step 4: Select the course

Step 5: Fill in the trainee's FULL NAME

Step 6: Click the button of 'Register Training'

- ***The training course will be cancelled automatically if the enrolment is more than 16 trainees or less than required numbers.***
- ***Your enrolment should be made before 2 days.***